

Capistrano Bay Community Services District
Balance Sheet
 As of January 31, 2014

	Jan 31, 14
ASSETS	
Current Assets	
Checking/Savings	
LAIF Account	13,447.98
Sunwest Bank	225,800.12
WFB Non-Interest Checking	249,960.00
Farmers & Merchants Bank	454,651.89
Total Checking/Savings	943,859.99
Accounts Receivable	
A/R 2013 Parking Permits & Fees	-0.25
A/R 2013 Annual User Fee	1,614.23
Total Accounts Receivable	1,613.98
Other Current Assets	
Prepaid Expenses	5,852.81
Bond Investment with Agt AD99-1	
WFB Reserve Fund	33,524.76
WFB Redemption Fund	70,834.86
Total Bond Investment with Agt AD99-1	104,359.62
Total Other Current Assets	110,212.43
Total Current Assets	1,055,686.40
Fixed Assets	
Depreciable assets	
Structures	136,775.00
Security	24,706.77
Maintenance	37,502.00
Administrative	8,217.00
Infrastructure	1,129,975.00
Entryway	1,401,594.02
Total Depreciable assets	2,738,769.79
Accumulated Depreciation	
Accum Deprec-Structure	-77,704.52
Accum Deprec-Security	-26,803.90
Accum Deprec-Maintenance	-23,230.78
Accum Deprec -Admin	-7,647.58
Accum Deprec-Infrastructure	-393,617.37
Accum Deprec-Entryway	-200,895.14
Total Accumulated Depreciation	-729,899.29
Total Fixed Assets	2,008,870.50
Other Assets	
Special Assessment Rec AD99-1	169,525.12
Total Other Assets	169,525.12
TOTAL ASSETS	3,234,082.02
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	34,205.49
Total Accounts Payable	34,205.49
Other Current Liabilities	
Accrued Vacations	9,369.44
Total Other Current Liabilities	9,369.44
Total Current Liabilities	43,574.93

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Accrual Basis

Capistrano Bay Community Services District
Balance Sheet
As of January 31, 2014

	<u>Jan 31, 14</u>
Long Term Liabilities	
Deferred Revenue AD99-1	44,266.66
Bonds Payable AD99-1	<u>152,500.00</u>
Total Long Term Liabilities	<u>196,766.66</u>
Total Liabilities	240,341.59
Equity	
Net investment in Cap Assets	1,053,711.00
Net Invest in Cap Assets AD99-1	-370,000.00
Restricted AD99-1	389,844.00
Unrestricted	
Emergency Reserve	250,000.00
Unrestricted - Other	<u>573,775.64</u>
Total Unrestricted	823,775.64
Retained Earnings	1,005,576.86
Net Income	<u>90,832.93</u>
Total Equity	<u>2,993,740.43</u>
TOTAL LIABILITIES & EQUITY	<u><u>3,234,082.02</u></u>

**Capistrano Bay Community Services District
 Profit & Loss YTD Comparison
 January 2014**

	<u>Jan 14</u>	<u>Jul '13 - Jan 14</u>
Ordinary Income/Expense		
Income		
Fines	0.00	300.00
Parking - Permits and OCTA Fees	0.00	37,705.50
Property Tax Revenue	29,501.27	455,953.30
User Fee Revenue	0.00	226,302.06
Summer Trash Collection	340.00	4,760.00
Transponder Revenue	180.00	2,255.00
Interest Income	9.39	30.51
Development Impact Fee Revenue	1,312.62	6,057.37
County Gate Closure Revenue	0.00	4,000.00
Total Income	<u>31,343.28</u>	<u>737,363.74</u>
Gross Profit	31,343.28	737,363.74
Expense		
GENERAL & ADMINISTRATIVE		
Administrative Expense-Webb	234.50	4,072.75
Bank Charges	506.23	681.00
Communications-Phone/Internet	189.98	1,077.33
Contribution- CRBA Annual Mtg.	0.00	1,500.00
Depreciation Expense	8,679.24	60,754.68
District Auditing Services	2,500.00	8,215.00
Equipment Lease- Copier	238.41	1,775.28
Equipment-Copy Machine Tax	0.00	36.60
Legal Expenses	-90.72	10,673.28
Liability Insurance	1,139.08	7,973.56
Memberships	217.00	3,255.00
MHTL Survey/ LCP Committee	0.00	5,440.00
Miscellaneous Expense	0.00	1,000.00
Office Equipment Purchases	0.00	50.74
Office Supplies	89.76	2,374.16
Photo Copying- Webb	52.70	392.70
Postage	24.69	311.26
Property Management Contract	1,800.00	12,600.00
Rent- Board Meeting Room	0.00	400.00
Rent- Doc/Misc Storage	0.00	1,411.17
RR Parking Expense - OCTA	0.00	35,509.00
Security-Allowance for July 4th	0.00	726.94
Security-Dwelling Guest Pass	0.00	2,245.52
Security-Dwelling Live Fee	551.00	2,755.00
Security- Securitas Contract	29,520.51	241,860.58
Security- Transponders	0.00	972.00
Tax- Apportionment Fees	0.00	3,221.98
Web-site Hosting	0.00	370.80
Total GENERAL & ADMINISTRATIVE	<u>45,652.38</u>	<u>411,656.33</u>
EMPLOYEE EXPENSES		
Health Insurance	1,417.01	11,494.12
Payroll Processing Fees	130.50	988.00
Payroll Tax Expense	746.64	5,106.50
Salary/Wages- Manager	7,232.00	54,240.00
Salary/Wages - Security	880.00	10,864.00
Workers Comp Insurance	78.69	575.70
Total EMPLOYEE EXPENSES	<u>10,484.84</u>	<u>83,268.32</u>
LANDSCAPE MAINTENANCE		
Irrigation Repairs	0.00	525.27
Landscape Contract- Bemus	945.00	6,475.00
Landscape Extras	0.00	9,984.64
Palm Tree Trimming	0.00	1,700.00
Total LANDSCAPE MAINTENANCE	<u>945.00</u>	<u>18,684.91</u>

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 Accrual Basis

**Capistrano Bay Community Services District
 Profit & Loss YTD Comparison
 January 2014**

	Jan 14	Jul '13 - Jan 14
GENERAL REPAIRS & MAINTENANCE		
Computer Consultant	0.00	1,114.67
Contract Maintenance	1,000.00	50,434.39
Disposable Doggie Bags	181.62	622.45
Driveway Pressure Washing	235.00	1,645.00
Drains/Catch Bas/ Filter Maint.	0.00	13,502.15
Lighting/ Holiday at Gate Entry	0.00	2,850.00
Miscellaneous Maintenance	2,690.18	5,084.30
Painting- Oil Woodwork @ Entry	0.00	2,993.93
Patrol Vehicle Maintenance	0.00	947.41
Pest Control	50.00	700.00
Plumbing & Electrical	0.00	976.00
Security Gate Repairs	0.00	322.82
Small Tools & Equipment	325.50	3,239.58
Street Sweeping	639.00	3,834.00
Total GENERAL REPAIRS & MAINTENANCE	5,121.30	88,266.70
Utilities		
Electric	1,060.85	6,456.42
Gas	393.18	1,666.77
Trash Services	3,333.95	27,864.22
Water	436.24	3,514.13
Total Utilities	5,224.22	39,501.54
Total Expense	67,427.74	641,377.80
Net Ordinary Income	-36,084.46	95,985.94
Other Income/Expense		
Other Income		
AD99-1 Assessment Collections	0.00	3,512.50
Total Other Income	0.00	3,512.50
Other Expense		
AD99-1 Annual Professional Fees	146.23	1,165.51
AD99-1 Interest Expense	0.00	7,500.00
Total Other Expense	146.23	8,665.51
Net Other Income	-146.23	-5,153.01
Net Income	-36,230.69	90,832.93

Capistrano Bay Community Services District
Profit & Loss Budget Performance
January 2014

	Jan 14	Budget	Jul '13 - Jan 14	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Fines	0.00	20.00	300.00	140.00	240.00
Late Fees	0.00		0.00		39,400.00
Parking - Permits and OCTA Fees	0.00		37,705.50	39,400.00	701,360.00
Property Tax Revenue	29,501.27	35,068.00	455,953.30	385,748.00	226,000.00
User Fee Revenue	0.00		226,302.06	226,000.00	3,540.00
Summer Trash Collection	340.00		4,760.00	3,540.00	1,500.00
Transponder Revenue	180.00	125.00	2,255.00	875.00	
Interest Income	9.39		30.51		
Development Impact Fee Revenue	1,312.62	1,250.00	6,057.37	8,750.00	15,000.00
County Gate Closure Revenue	0.00	333.33	4,000.00	2,333.31	4,000.00
Total Income	31,343.28	36,796.33	737,363.74	666,786.31	991,040.00
Expense					
Gross Profit	31,343.28	36,796.33	737,363.74	666,786.31	991,040.00
GENERAL & ADMINISTRATIVE					
Administrative Expense-Webb	234.50	392.92	4,072.75	2,750.44	4,715.00
Bank Charges	506.23	12.09	681.00	84.57	145.00
Communications-Phone/Internet	189.98	315.00	1,077.33	2,205.00	3,780.00
Contribution- CRBA Annual Mtg.	0.00	125.00	1,500.00	875.00	1,500.00
Contribution- Pacific Legal	0.00	416.67	0.00	2,916.69	5,000.00
Depreciation Expense	8,679.24		60,754.68		
District Auditing Services	2,500.00	883.33	8,215.00	6,183.31	10,600.00
Equipment Lease- Copier	238.41	240.00	1,775.28	1,680.00	2,880.00
Equipment-Copy Machine Tax	0.00	140.41	36.60	982.90	1,685.00
Legal Expenses	-90.72	833.33	10,673.28	5,833.35	10,000.00
Liability Insurance	1,139.08	274.17	7,973.56	7,933.33	13,600.00
Memberships	217.00	500.00	3,255.00	1,919.15	3,290.00
MHTL Survey/ LCP Committee	0.00	16.67	5,440.00	3,500.00	6,000.00
Miscellaneous Expense	0.00	16.67	1,000.00	116.65	200.00
Office Equipment Purchases	0.00	116.66	50.74	816.68	1,400.00
Office Supplies	89.76	833.33	2,374.16	5,833.35	10,000.00
Photo Copying- Webb	52.70	58.34	392.70	408.33	700.00
Postage	24.69	54.17	311.26	379.15	650.00
Property Management Contract	1,800.00	1,800.00	12,600.00	12,600.00	21,600.00
Rent- Board Meeting Room	0.00	116.67	400.00	816.69	1,400.00
Rent- Doc/Misc Storage	0.00	210.00	1,411.17	1,470.00	2,520.00
Reserve Study Update	0.00	54.16	0.00	379.18	650.00
RR Parking Expense - OCTA	0.00	3,125.00	35,509.00	21,875.00	37,500.00
Security-Allowance for July 4th	0.00	375.00	726.94	2,625.00	4,500.00
Security- Bonuses for Staff	0.00	143.75	0.00	1,006.25	1,725.00
Security-Dwelling Guest Pass	0.00	175.00	2,245.52	1,225.00	2,100.00
Security-Dwelling Live Fee	551.00	551.25	2,755.00	3,858.75	6,615.00
Security- Radar Certification	0.00	14.59	0.00	102.10	175.00
Security- Securitas Contract	29,520.51	29,393.75	241,860.58	205,756.25	352,725.00
Security- Transponders	0.00	300.00	972.00	2,100.00	3,600.00

Capistrano Bay Community Services District Profit & Loss Budget Performance January 2014

	Jan 14	Budget	Jul '13 - Jan 14	YTD Budget	Annual Budget
Total GENERAL & ADMINISTRATIVE	45,652.38	43,448.77	411,656.33	304,141.27	521,385.00
EMPLOYEE EXPENSES					
Health Insurance	1,417.01	1,641.67	11,494.12	11,491.65	19,700.00
Payroll Processing Fees	130.50	130.00	988.00	910.00	1,560.00
Payroll Tax Expense	746.64	988.75	5,106.50	6,921.25	11,865.00
Salary/Wages- Manager	7,232.00	7,231.50	54,240.00	50,620.50	86,778.00
Salary/Wages - Security	880.00	2,495.83	10,864.00	17,470.81	29,950.00
Training/Seminars- Mgr.	0.00	208.33	0.00	1,458.31	2,500.00
Workers Comp Insurance	78.69	333.33	575.70	2,333.35	4,000.00
Total EMPLOYEE EXPENSES	10,484.84	13,029.41	83,268.32	91,205.87	156,353.00
LANDSCAPE MAINTENANCE					
Irrigation Repairs	0.00	30.00	525.27	210.00	360.00
Landscape Contract- Bemus	945.00	945.00	6,475.00	6,615.00	11,340.00
Landscape Extras	0.00	458.33	9,984.64	3,208.35	5,500.00
Palm Tree Trimming	0.00	316.66	1,700.00	2,216.67	3,800.00
Total LANDSCAPE MAINTENANCE	945.00	1,749.99	18,684.91	12,250.02	21,000.00
GENERAL REPAIRS & MAINTENANCE					
Beach Cleanup Expense	0.00	1,250.00	0.00	8,750.00	15,000.00
Block Wall and Fence Repair	0.00	250.00	0.00	1,750.00	3,000.00
Computer Consultant	0.00	25.00	1,114.67	175.00	300.00
Contract Maintenance	1,000.00	25.00	50,434.39	175.00	300.00
Disposable Doggie Bags	181.62	235.00	622.45	1,645.00	2,820.00
Driveway Pressure Washing	235.00	741.66	13,502.15	5,191.67	8,900.00
Drains/Catch Bas/ Filter Maint.	0.00	12.50	0.00	87.50	150.00
Fire Extinguisher Refills	0.00	250.00	2,850.00	1,750.00	3,000.00
Lighting/ Holiday at Gate Entry	0.00	25.00	0.00	175.00	300.00
Miscellaneous Maintenance	2,690.18	250.00	5,084.30	1,750.00	3,000.00
Painting- Oil Woodwork @ Entry	0.00	291.66	2,993.93	2,041.67	3,500.00
Patrol Vehicle Maintenance	0.00	75.00	947.41	525.00	900.00
Pest Control	50.00	116.67	700.00	816.69	1,400.04
Plumbing & Electrical	0.00	83.33	976.00	583.34	1,000.00
Roof Repair	0.00	41.67	0.00	291.65	500.00
Sand Grading	0.00	291.67	0.00	2,041.69	3,500.00
Security Gate Repairs	0.00	175.00	322.82	1,225.00	2,100.00
Small Tools & Equipment	325.50	116.67	3,239.58	816.65	1,400.00
Street Sweeping	639.00	650.00	3,834.00	4,550.00	7,800.00
Winter Flood Cleanup	0.00	833.33	0.00	5,833.35	10,000.00
Total GENERAL REPAIRS & MAINTENANCE	5,121.30	5,739.16	88,266.70	40,174.21	68,870.04

Capistrano Bay Community Services District
Profit & Loss Budget Performance
January 2014

	Jan 14	Budget	Jul '13 - Jan 14	YTD Budget	Annual Budget
Utilities					
Electric	1,060.85	880.00	6,456.42	6,160.00	10,560.00
Gas	393.18	316.66	1,666.77	2,216.66	3,800.00
Hydrant Meter Water Use Fee	0.00	8.34	0.00	58.35	100.00
Trash Services	3,333.95	4,541.67	27,864.22	31,791.66	54,500.00
Water	436.24	550.00	3,514.13	3,850.00	6,600.00
Total Utilities	5,224.22	6,296.67	39,501.54	44,076.67	75,560.00
RESERVES					
Admin Office Exterior Improv.	0.00	2,083.33	0.00	14,583.35	25,000.00
General Reserve Contribution	0.00	5,894.75	0.00	41,263.25	70,737.00
Guard Shack Renovations	0.00	969.59	0.00	6,787.09	11,635.00
Seal Coating of Road	0.00	3,375.00	0.00	23,625.00	40,500.00
Total RESERVES	0.00	12,322.67	0.00	86,258.69	147,872.00
Total Expense	67,427.74	82,586.67	641,377.80	578,106.73	991,040.04
Net Ordinary Income	-36,084.46	-45,790.34	95,985.94	88,679.58	-0.04
Other Income/Expense					
Other Income					
AD99-1 Assessment Collections	0.00		3,512.50		
Total Other Income	0.00		3,512.50		
Other Expense					
AD99-1 Annual Professional Fees	146.23		1,165.51		
AD99-1 Interest Expense	0.00		7,500.00		
Total Other Expense	146.23		8,665.51		
Net Other Income	-146.23		-5,153.01		
Net Income	-36,230.69	-45,790.34	90,832.93	88,679.58	-0.04